

Message: Re: A2A question

✉ Re: A2A question

From Kraft, Emily
To Abigail Chisom
Cc

Date Monday, February 13, 2017 4:03 PM

Hi Abigail - As that's part of the Quarterly Expenditure Report, Joy Benne at DSS is who can best answer that question for you. However, it's my basic understanding that admin fees are now based on actual administrative expenses (staff salaries, facility costs, etc), rather than a flat percent of client service expenses. If your staff also serve women who are not A2A eligible, you will need to keep track of what percentage of their time is spent on A2A-enrolled clients vs non-enrolled individuals, because you can only allocate the percentage of that staff member's salary that was time spent on A2A clients. I believe it's similar for other overhead expenses as well. Hopefully that helps give you a better idea of how it works, but again, Joy is your quarterly expenditure report expert and I have to defer to her for questions on this form.

It's a state holiday today, so both she and I are not in the office, but her contact number is in the email I sent to you at the end of January that had the new invoice form and quarterly expenditure report attached. When I'm back in the office tomorrow morning, I can send it over to you again just to be sure you have it.

Sent from my iPhone

On Feb 13, 2017, at 3:38 PM, Abigail Chisom <abigail@psclebanon.org> wrote:

Emily,
I need clarification on Administrative charges. I thought the 10% was a flat fee like the old 8%, however it has come to my attention that perhaps we are to bill for actual hours.
Please explain.
Thanks,

Abigail Chisom
Assistant Director
Laclede County Pregnancy Support Center
417-532-8555